



Memorandum

To: Mayor and Town Council

From: Anthony Barrett, Town Manager *AWB*

Date: July 13, 2010

Cc: R.E. Fletcher, ATM – Engineering
Shirley Freeman, ATM - Finance/Administration
Terry Finger, Town Attorney
Tammy Malone, Facilities Director

Subject: Creation of a Rotary Community Center (RCC) and Community Capital Improvement Committee

Recommendation: Council authorizes Staff to work with Rotary representatives to develop a statement of purpose and operating protocol for establishing a Committee comprised of Town of Bluffton and Bluffton Rotary Club members for the purpose of raising funds for and implementing capital improvements for the Rotary Community Center.

Background: In 2004 and 2005, the Bluffton Rotary Club raised approximately \$650,000 in funds and in-kind donations to construct the 6,500 square foot Shults Community Center. The Center was constructed through the Bluffton Community Center Foundation, Inc., a non-profit 501 (c) 3 organization, which continues to exist.

The facility charter was to “satisfy the space needs for meetings and group functions of citizens in the Greater Bluffton community. It will be available for local government-sponsored meetings and, on a fee basis, for meetings of civic clubs, churches, families and various community organizations”.

The Community Center was gifted to the Town through a Memorandum of Gift and Community Center Use Agreement, dated August 27, 2004. The facility was renamed the Rotary Community Center – A Joint Partnership with the Bluffton Rotary Club and the Town of Bluffton by a Resolution October 17, 2006. No formal capital maintenance plan or funding was addressed at that time.

During the course of the years, RCC management has been handled by multiple different entities: Rotary, a contracted private management firm, the County and currently the Town. As early as 2006, however, it was noted the building required capital type maintenance and funds were requested for these needs. As with any facility, the maintenance needs will grow proportionately as the asset ages.

Over the past year, the Town and Rotary have discussed how to collaborate to ensure the facility continues operations consistent with its original intent of providing citizens and organizations an

affordable, functional and well maintained venue for parties, meetings, activities and special events.

The Town currently manages and maintains the RCC. Daily maintenance and operational expenses are budgeted and paid for through the Town's general fund. An additional separate list of capital needs has been identified. The approved budget does not fund all identified needs.

The Committee: As proposed, the Committee would operate under the already established by-laws of the Bluffton Community Center Foundation. Its purpose would be to generate funds through fundraisers, grants, donations, etc. that the Town could not pursue, to prioritize capital maintenance needs and ensure completion of projects.

The Committee would consist of three (3) appointees selected by The Bluffton Community Center Foundation, Inc. and two (2) appointees selected by Town Council; in addition, two Town staff would serve as Ex Officio members with no voting powers. The Town, via the CIP project process would present projects to the Committee and agree on priorities. The Committee would then fund through various sources the completion of the capital improvement projects. The Town would continue to perform routine maintenance of the facility.

The Rotary Community Center would be the initial focus of the Committee. Other community opportunities may arise that can be appropriately addressed under the purview of the Town of Bluffton / Bluffton Community Center Foundation, Inc. collaboration.